



Town of South Kingstown

Technical Review Committee (TRC)

Meeting Minutes

Wednesday, October 15, 2025 at 9:00 AM
South Kingstown Town Hall, Town Council Chambers
180 High Street, Wakefield, RI 02879
www.southkingstownri.gov

A. Call to Order:

Mr. Gorman called the meeting to order at 9:05 a.m.

Present: James Gorman, Building Official; Mark Conboy, Town Engineer; Dennis Bernier, Fire Marshall, UFD; Susan Axelrod, Planning Board; Carol Craig, Conservation Commission; Jay Parker, Deputy Planning Director; and Lynn Smith, Planning Associate. Rich Bourbonnais, Director of Public Services, joined the meeting at 9:12.

Absent: James Rabbitt, Planning Director

B. Approval of Minutes:

A Motion to table minutes was made by Mr. Gorman, duly seconded by Ms. Axelrod, and passed by unanimous vote.

1. May 14, 2025
2. August 13, 2025
3. September 10, 2025

C. TRC Review:

1. **Lombardi** - Coastal Community Overlay District (CCOD) Review.
Construct an addition to the south/west side of the existing cottage.

Pamela Lombardi, owner/applicant, appeared to present the application and explain the purpose of the request. Mr. Gorman stated that this application will create a minor change.

Discussion ensued regarding replacing the inside existing shower and water supply/usage.

The following motion, made by Ms. Axelrod and duly seconded by Ms. Craig, passed by unanimous vote.

Motion: The South Kingstown Technical Review Committee hereby grants approval to Pamela Lombardi, applicant/owner, to construct an addition to the south/west side of the existing cottage, located at 240 Cards Pond Road (14E6), AP 92-1, Lot 9-15. Such approval will be on record with the South Kingstown Clerk's Office.

2. 82 Main Street - Minor Land Development, Preliminary Plan
Construction of a mixed-use structure with two (2) 2nd floor residential units and associated site improvements. Located at 82 Main Street on Assessor's Plat 57-1, Lot 73. Keystone, LLC, applicant/owner.

Zachary Neill, owner/applicant, appeared to present the application and described the waiver/variance request. Discussion ensued.

The 3rd floor is now for storage; 5 parking spaces/1 is ADA; planned use for downstairs space; garage door elevated off ground/no vehicle access; 5 office spaces; conference and reception space.

Mr. Conboy spoke regarding the site plan; lower right sewer service shows going through a utility pole, dumpster access for trucks to empty; storm water runoff – upper right corner infiltration trench, parking lot drainage going to underground? What is draining to trench – need clarification.

Mr. Bourbonnais — DEM permit under review.

Ms. Axelrod - 4-5,000 square foot bldg; the sentiment of the Planning Board is that this is a very large building and close to the road; architecture fabulous; 3rd floor storage. Ms. Axelrod asked if the applicant was able to push the building back, reduce parking, and add landscaping in front; the applicant feels the changes that have been made to the plan make it fit in. Ms. Axelrod requested the applicant to add evergreens to landscape plans. The applicant stated they are undecided on the rental term for 2nd floor apartments. Ms. Craig expressed concern about the parking plan. The applicant stated that they can rely on street parking when needed. Mr. Gorman questioned how people using ADA spaces access the building; shed roof over garage; outdoor lighting plan; the preference of the Planning Board for lighting; shielded, facing down. Mr. Parker suggested the applicant request a waiver from the lighting requirement at the preliminary stage and to allow the Administrative Officer to approve the lighting plan at the final stage. Mr. Bourbonnais stated that the proposed sidewalk along Hazard Avenue is in the Town right-of-way. Discussion ensued regarding using a rear door for the ADA entrance, eliminating the sidewalk and replacing it with green space.

Mr. Gorman listed 4 items to be addressed before the Planning Board meeting:

1. Sewer service location in respect to the utility pole.
2. Landscape – evergreens
3. Lighting solidifies plan
4. Sidewalk in public right of way will not be allowed – if you want to put sidewalk for public to used.

Mr. Gorman suggested the applicant introduce a rear door to the business that is also ADA approved instead of a sidewalk to the front porch, and add landscape on Hazard Avenue instead.

Mr. Parker added that added landscape on Hazard Avenue could simply be a manicured lawn, to keep out of Town ROW.

The following motion, made by Mr. Gorman, duly seconded by Mr. Bourbonnais, passed by unanimous vote.

Motion: "The South Kingstown Technical Review Committee hereby grants a favorable motion to the Planning Board, on the condition the above four (4) items are addressed by the applicant."

3. Greenhouse Dispensary - Minor Land Development with Unified Development Review (UDR), Preliminary Plan
Minor land development requiring a Special Use Permit to convert the existing vacant structure to a retail cannabis dispensary with associated site improvements. Assessor's Plat 57-2, Lot 76 located at 711 Kingstown Road. Greenhouse Dispensary, LLC, applicant; Offshore Development, LLC, owner.

Kenneth Tetzner, applicant, appeared to present the project. Discussion ensued.

DEM permit is still not available – DEM is having problems with the online system. Mr. Bernier needs to confirm 360 degree turning radius for the fire apparatus. Mr. Gorman inquired about the total building square footage, including a bump out in the back. Mr. Tetzner stated Pare Engineering was used for the Traffic Study; 43 proposed parking spots, with ingress and egress. Mr. Parker asked if a PAP was required. Mr. Tetzner replied that sign-off is needed from Mr. Rabbitt on the municipal letter. Mr. Bourbonnais asked if it was a new traffic study.

Mr. Conboy had no concerns.

Ms. Craig had no concerns.

Ms. Axelrod inquired about the number of facilities now allowed by the state (4 per zone); the portion of the property now shown on the proposed plan. Please show the lot and surrounding area on the plan; show wetland on map; maps show colored lines with no index; topo map would be helpful; will bio retention basins be surrounded by natives, rain garden? Will the trees along the driveway be retained?—the applicant stated the plan is to have a beautiful entrance. A dumpster inside the security fence may cause problems for pickup. 43 parking spaces proposed may be excessive.

Ed Pimentel, Planning Consultant, appeared for the applicant to answer questions. Agreed proposed is excessive parking, but would like to have phased parking; landscape space in keep in case they need additional parking. Discussion ensued.

Mr. Bourbonnais asked if the proposed location was strictly for sales only.

Mr. Pimental and Mr. Parker discussed hearing and approval schedule.

Mr. Gorman agreed parking may be excessive. Mr. Gorman asked if the proposed parking is asphalt or pervious. Ms. Axelrod asked if the existing stockade fence would be replaced. Mr. Parker stated that DEM will mandate everything around the wetland area.

Mr. Parker suggested an approach to the phased parking plan would be to eliminate the spaces on the West side that abut the property lines, and only have spaces up against the building.

Mr. Gorman listed the three (3) conditions to be addressed by the applicant prior to appearing before the Planning Board:

Mr. Gorman listed the three (3) items to be addressed by the applicant, prior to appearing before the Planning Board:

1. PAP from RIDOT, to be determined if it is applicable
2. Update site plan to reflect topography, wetlands and color legend key.
3. Identify a phased parking plan and solidify the parking surface.

The following motion, made by Ms. Axelrod, duly seconded by Mr. Bourbonnais, passed by unanimous vote.

Motion: "The South Kingstown Technical Review Committee hereby grants a favorable motion to the Planning Board, on the condition the above three (3) items are addressed by the applicant."

D. TRC Advisory Review: None

E. Adjournment:

Upon Motion made by Mr. Bernier, duly seconded by Ms. Axelrod, the meeting was adjourned at 10:09 a.m., by unanimous vote.